



STATE OF WASHINGTON  
MILITARY DEPARTMENT  
EMERGENCY MANAGEMENT DIVISION

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**State Enhanced 9-1-1  
Advisory Committee  
Meeting Minutes  
June 16, 2005**

**Members Present:**

Chair, Chris Fischer, *Association of Public Safety Communications Officials*  
Mike Akin, *Washington State Association of Cities - East*  
Dan Aycock, *Member at Large*  
Rebecca Beaton, *Washington Utilities and Transportation Commission (WUTC)*  
JoAnn Boggs, *Washington State Emergency Management Association (WSEMA)*  
Joseph Coultman, *WA State Council of Fire Fighters & Fire Protection Policy Board*  
Jack Cvitanovic, *Department of Health*  
Marlys Davis, *King County*  
Dick Dickinson, *Wireless Carrier*  
Jon Kaino, *Washington State Association of Counties - West*  
Steve Lich, *Washington Fire Commissioners Association*  
Chris Mace, *Washington Association of Sheriff's and Police Chiefs*  
Lynn Mell, *Wireless Carrier*  
Lorlee Mizell, *Urban Counties - East*  
Greg Partch, *Washington State Association of Counties - East*  
Eric Torgeson, *Verizon*  
Markus Volke, *Qwest*  
Deb Welsh, *Urban Counties - West*

**Alternate Members Present:**

Jo Baumgartner, *Washington State Patrol (WSP)*  
Steve Reinke, *Rural Counties - East*  
Jim Ricks, *Rural Counties - West*  
Patti VonBargen, *Association of Washington Cities - East*

**Guests Present:**

Sophia Byrd (*Association of Counties*), Pam Boad (*Mason*), Kathy Miller (*Qwest*), Bob Palmer (*Qwest*), and Dave Magnenat (*Adcomm*).

**County Coordinators Present:**

Dan Hally (*Asotin*), Naomi Riggins (*Clallam*), Roger Trump (*Columbia*), Mary Allen (*Grant*), Peggy Fouts (*Grays Harbor*), Tracy Stringer (*Jefferson*), **Marlys Davis** (*King*), **Steve Reinke** (*Kittitas*), Shirley Chapple (*Klickitat*), Kate Rico (*Lewis*), DeeAnn Edwards (*Lincoln*), **Mike Akin** (*Mason*), David Rodriguez (*Okanogan*), **JoAnn Boggs** (*Pend Oreille*), **Jim Ricks** (*San Juan*), Dave Cox (*Skamania*), Dan Bardsley (*Wahkiakum*), **Dan Aycock** (*Walla Walla*), and Patti VonBargen (*Whitman*).

**State Office Staff Present:**

Bob Oenning, Kurt Hardin, David Irwin, Bruce Baardson, William Boyd and Teresa Lewis.

### **Welcome and Introductions:**

Chris Fischer called the meeting to order at 9:30 a.m. Members and guests introduced themselves.

*Review and Approval of the Minutes (May 19, 2005): Dan Aycock motioned to approve the minutes from the May 19, 2005 meeting as written. Patti VonBargen seconded the motion. The motion carried.*

### **Old Business:**

Bob Oenning reported on the funding for the Washington State Patrol (WSP) PSAP in Pierce County. WSP and Pierce County are providing funding along with the State Office for this equipment replacement project. The amount being provided by the State Office is consistent with WAC 118-66-045. *There was a request to determine how much each party, the WSP, Pierce County and the State E911 Office contribute toward the equipment replacement.* Per requested: WSP - \$99,000; Pierce County - \$90,634; and the State E911 program - \$131,779, 41% of the overall costs based on WAC 118-66-045.

Bob Oenning referred to an email sent out on May 20, 2005 to the counties regarding Computer Aided Dispatch (CAD) policy [ENCL 1]. Discussion ensued regarding this issue.

### **SUBCOMMITTEE REPORTS:**

#### **Wireless – Marlys David, King County:**

Marlys Davis reported there have been some more changes for wireless carrier contacts.

*Phase I & II Service Agreements* – Marlys has reviewed the new combined AT&T/Cingular Service Agreements and has some concern regarding language changes. Davis has sent those concerns/comments back to the Cingular contract person and is awaiting their response. Davis has advised counties to hold off on signing the new combined agreement until the language is finalized. The State Office has requesting assistance from the Assistant Attorney General's Office on whether the State should discontinue operations contracts with counties who pull out of Service Agreements. The State Office is working with those counties closely that have pulled out of Service Agreements. The county's main concern is if the State does not pay the cost recovery monies, then the carriers will come back on the counties for cost recovery payment. Discussion ensued regarding this issue. *There was a request to have a cover letter attached to the service agreements of who has reviewed these agreements (attorney's, AAG's, etc.) and what are the implications to the counties that do not sign these service agreements.*

*Cost Recovery* – Kurt Hardin reported the State Office has received approval of the language for the contract from the Attorney General. The issue now, is how to encumber funds for these contracts when the funds are still encumbered in the county contracts. The language in the carrier contracts stated that funding is dependent on funds availability. Carriers may not get the full amount stated on the contract face sheet. Hardin stated that contracts would be going out this week to the carriers that have shown an interest in receiving cost recovery.

Kurt Hardin reported the State Office has created a spreadsheet with Phase I [ENCL 2], Phase II [ENCL 3] and Service Agreements combined on one page [ENCL 4]. Hardin asked the Advisory Committee if they would like to see the existing Phase I & Phase II handout or the composite spreadsheet. Since there was no decision, the State Office will continue to provide all three forms until a decision is made as to which format to use.

The counties were asked to inform the State Office when a new wireless carrier offers service in their county. Information updates should be forwarded to Blessing Guillermo of the State E911 Office by email to [B.Guillermo@emd.wa.gov](mailto:B.Guillermo@emd.wa.gov). This information may also be accessed on the state's website located at: <http://emd.wa.gov/2-e911/wireless/04-cvr-maps.htm>.

*Traffic Monitoring of Wireless Trunks* – the issue of carriers providing quarterly traffic studies to the counties was discussed at the wireless workgroup. The carriers reported that it is expensive to gather the data and produce the reports and they do not receive reimbursement from the counties for doing that kind of work. The carriers have assured the counties that their engineers do monitor the 911 trunk groups to make sure that there are an appropriate number of trunks in place.

It seems there is some wrong information on the Federal Communications Commission (FCC) PSAP Registry. The State Office is working this issue to resolve and will provide the FCC with the correct PSAP information. Bob Oenning noted that he has asked them to specify in their records PSAP's that take 9-1-1 calls.

*Public Education* – Peggy Fouts referred to the new 911 stickers **[ENCL 5]** and the VoIP Rack Card **[ENCL 6]**. These items will be available by July 1.

*FCC Report* – William Boyd of the State E911 Office presented the FCC report for June 16, 2005 **[ENCL 7]**. Discussion ensued regarding these issues. *There was a request to have a diagram of VoIP and how it is routed.*

*VoIP Revenue* – Marlys reported that the State Office is required to submit a report on VoIP funding issues to the legislature this fall. The Department of Revenue (DOR) has determined that the State can accept donations to the general fund, and can therefore accept VoIP 911 revenue. This revenue would be in the state general fund and unable to be used by the state 911 program. The State Office will get a legal opinion on this issue from the AAG, and send it out to the counties so they can have their prosecutors review the issue to determine whether counties can also accept the VoIP revenue.

***Steve Reinke motioned to have VoIP and related issues to be added to the Wireless Workgroup. Mike Akin seconded. Motion carried.***

## **STATE OFFICE REPORTS:**

### **Financial Status:**

Bruce Baardson reported on the current financial status of the State Office. The first two slides are a snapshot of individual counties reimbursement requests. The Fund Fiscal Year-to-Date slide **[ENCL 8]** shows the current overall budget on a line-by-line item status. The final slide **[ENCL 9]** details the fund balance and the project status at the end of the fiscal year.

### **Legislative Issues:**

Bob Oenning reported the state budget passed and was signed by the Governor. The State E911 Office budget for 2005-07 Biennium is \$34,766,000. There was also a proviso on VoIP, which states, *"No funds from sources other than fees from voice over internet protocol (VoIP) providers may be used to implement technologies specific to the integration of VoIP 911 with E911. The Military Department, in conjunction with the Department of Revenue, shall propose methods for assuring the collection of an appropriate enhanced 911 excise tax from VoIP 911 providers and shall report their recommendations to the legislature by November 1, 2005."* The new budget goes into effect July 1, 2005. Oenning explained the complication of collecting taxes from an entity that does not have a presence in the state. Discussion ensued regarding these issues. *There was a request to have some of the experts on VoIP put together a information session after the July Advisory Committee meeting to explain what screens will look like, pictures, and other information that explains in detail how this will all work. Marlys Davis said she would contact some of the carriers and try to set it up.*

### **New Business:**

No new business noted.

***The next E911 Advisory Committee meeting is set for THURSDAY, JULY 21, 2005 at THE RADISSON SEATAC HOTEL.***

**ACTION ITEMS from June 15, 2005 meeting:**

- ◆ ***Dan Aycock motioned to approve the minutes from the May 19, 2005 meeting as written. Patti VonBargen seconded the motion. The motion carried.***
- ◆ *There was a request to have a cover letter attached to the service agreements of who has reviewed these agreements (attorney's, AAG's, etc.) and what are the implications to the counties that do not sign these service agreements.*
- ◆ ***Steve Reinke motioned to have VoIP and related issues to be added to the Wireless Workgroup. Mike Akin seconded. Motion carried.***
- ◆ *There was a request to have some of the experts on VoIP put together a information session after the July Advisory Committee meeting to explain what screens will look like, pictures, and other information that explains in detail how this will all work. Marlys Davis said she would contact some of the carriers and try to set it up.*